

# ADVANCED TRANSPORTATION



## OVERVIEW

The Job Corps **Advanced Transportation** career technical training program requires advanced training in the following subject areas:

- Transportation Service Worker – Emphasizing freight and passenger railroads, airlines, barge lines, and ground transportation systems
- Computer Operations – Keyboarding skill development, word processing, spreadsheet, and database applications
- Office Communications – Filing, Microsoft PowerPoint and Access, office etiquette
- Business/Consumer Math – Microsoft Excel and 10-key calculator
- Job Search Skills – Resume and interview preparation

## BENEFITS OF ADVANCED TRAINING

- **More career options** upon graduation
- Better chance of a **higher salary**
- The opportunity to earn **advanced industry credentials**
- The opportunity to **fine-tune industry-specific skills and receive additional hands-on training** at an accelerated pace



## CREDENTIALS

Students who complete a Job Corps Advanced Transportation training program are eligible to attain the following credentials:

- OSHA 10-Hour Certification
- Office Skills, Clerical Skills, and Software Skills (OPAC) Certification



## PROGRAM ENTRY REQUIREMENTS

Before entering the Advanced Transportation training program, students must:

- Be at least 17 ½ years old.
- Meet academic (math and reading) requirements.
- Have successfully completed a basic Job Corps career technical training program.
- Have a high school diploma or high school equivalency credential.
- Have a positive behavior record with no major incidents in the past 90 days.
- Have a positive attendance and progress record.
- Have health clearance from the Job Corps center where they received basic training.
- Be willing to study office, business, and transportation types of courses.
- Pass an entrance exam.
- Complete a successful phone or in-person interview.

## SALARY RANGE

**\$35,000 to \$50,000/year**  
for various careers in Advanced Transportation

For additional salary information and career path options in this field, visit [www.mynextmove.org](http://www.mynextmove.org).

# ADVANCED TRANSPORTATION TRAINING PROGRAM

## PROGRAM EXPECTATIONS

Students entering the Advanced Transportation training program will be expected to participate in the following professional practices:

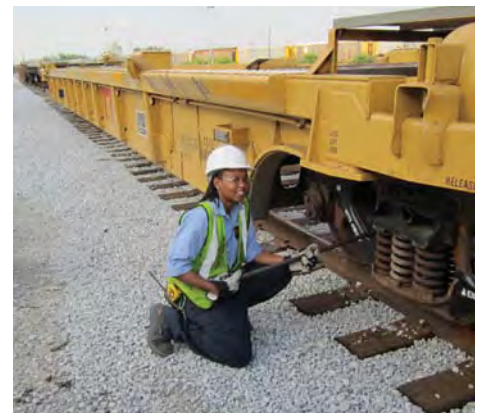
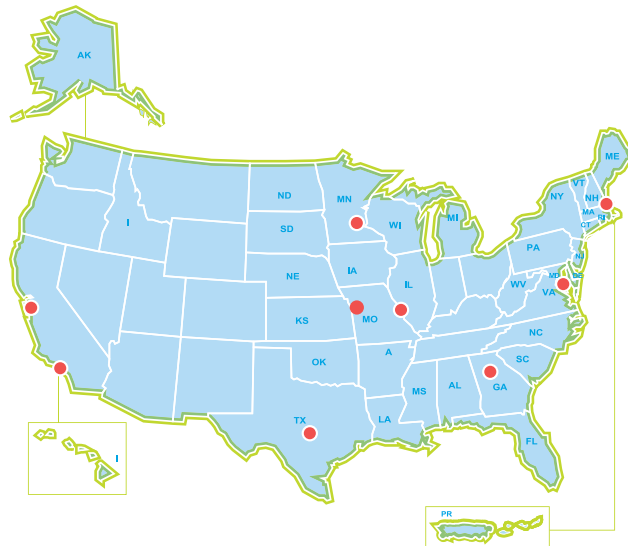
- Arrive on time and be ready to begin work immediately.
- Dress for the training program with uniform worn properly.
- Work the entire time while on the job.
- Follow safety skills.
- Follow rules and instructions of the training program and Job Corps.
- Demonstrate respect for self, tools, and equipment.
- Exercise good customer relations skills.



## PROGRAM LOCATIONS

The Advanced Transportation training program is offered at the following centers:

- **Atlanta Job Corps Center**, Atlanta, Ga.
- **Excelsior Springs Job Corps Center**, Excelsior Springs, Mo.
- **Gary Job Corps Center**, San Marcos, Texas
- **Hubert H. Humphrey Job Corps Center**, St. Paul, Minn.
- **Los Angeles Job Corps Center**, Los Angeles, Calif.
- **Potomac Job Corps Center**, Washington, D.C.
- **San Jose Job Corps Center**, San Jose, Calif.
- **Shriver Job Corps Center**, Devens, Mass.
- **St. Louis Job Corps Center**, St. Louis, Mo.



Administered by the U.S. Department of Labor, Job Corps is the nation's largest career technical training and education program for low-income young people ages 16 through 24. Job Corps is a U.S. Department of Labor Equal Opportunity Employer Program. Auxiliary aids and services are available upon request to individuals with disabilities. TDD/TTY telephone number is (877) 889-5627.

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